

(Agenda of meeting was posted on the Tulsa County website at www.tulsacounty.org on August 27, 2020 at 2:17 p.m.)

MINUTES
Monday, August 31, 2020

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 9:30 a.m., with the following members present: Commissioner Karen Keith, Chief Deputy Michael Craddock, representing Commissioner Stan Sallee, and Commissioner Ron Peters. Others present: County Clerk Michael Willis.

Ron Peters, Chairman, called the meeting to order at 9:30 a.m. and the following business was transacted:

II. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Election Board, Human Resources, Information Technology, Parks, Purchasing, Social Services, Engineering, Highways, Inspections, Sheriff, Assessor, County Clerk, Court Clerk, Treasurer, District Attorney, Presiding Judge, Juvenile Justice, Expo Square, INCOG, Tulsa Area Emergency Management Agency, OSU Extension, CC Library, CC Health Department, River Parks Authority, Levee Drainage District #12, Board of County Commissioners Chief Deputies, Director of Governmental Affairs

Chairman advised the announcements and County Events and Status updates were open for comment and discussion. The Departments with information gave a report.

III. NEW BUSINESS

In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

There was no new business.

IV. MINUTES

A. Board of County Commissioner's Meeting of August 24, 2020

Motion made by Michael Craddock, seconded by Karen Keith, to approve the minutes. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

V. REPORT

A. Court Clerk - Monthly for 7/2020 (Clerk's Misc. File No. 20202163)

Motion made by Karen Keith, seconded by Michael Craddock, to approve the report. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

VI. UNFINISHED BUSINESS

A. Addendums

1. Building Operations - #3 to the notice to bidders for Tulsa County Central Garage Roof Replacement, set to open 9/8/2020, to provide response to vendor submitted question (Clerk's Misc. File No. 20202164)
2. Sheriff - #2 to the notice to bidders for the Tulsa County Sheriff's Office Dispatch Center, set to open 9/21/2020, to revise mechanical, plumbing and electrical specifications (Clerk's Misc. File No. 20202165)

Motion made by Michael Craddock, seconded by Karen Keith, to approve the addendums. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

B. Amendments

1. Administrative Services - #1 to the bid award for Paperstock for Printing to Midland Paper, Packaging and Supplies, CMF #20200758, to renew the award for a six month period beginning 10/14/2020 with no changes to pricing or terms of the bid (Clerk's Misc. File No. 20202166)
2. Sheriff:
 - a. #1 to the Detention Services Intergovernmental Agreement with U.S. Department of Justice United States Marshals Service Prisoner Operations Division, CMF #234292, to add housing for US Marshals Service Federal juvenile prisoners on the current IGA listed in BLOCK 1 at the per diem rate of \$120, guard transportation services for juvenile prisoners at the current rate of \$26 hourly and adding Western District of Oklahoma and Eastern District of Oklahoma to the current IGA listed in BLOCK 1 as authorized users (Clerk's Misc. File No. 20202167)
 - b. #3 to the Interlocal Cooperation Agreement with the Housing Authority of the City of Tulsa (THA) for Enhanced Law Enforcement Activities, CMF #245538, to increase the total number of CEU officers to eight, to reflect that THA will reimburse TCSO for the acquisition and maintenance of eight leased vehicles, THA will reimburse TCSO for the reasonable cost of such other equipment and expenses necessary for the use of the CEU Officers, and for changes to the list of THA properties services by CEU Officers (Clerk's Misc. File No. 20202168)

Motion made by Karen Keith, seconded by Michael Craddock, to approve and authorize execution, as needed. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

C. Change Orders - Board of County Commissioners:

1. #3 to the construction management agreement with Flintco, LLC for the Tulsa County "HQ" Administration Building Renovations, CMF #246777, for four (4) additional months of general conditions fees required to accommodate the revised construction schedule due to power delays at a reduced rate as further described in the attached. The contract time will be increased by 129 days. The contract sum will be increased by \$166,335 for a new total contract sum of \$1,716,312 (Clerk's Misc. File No. 20202169)
2. #11 to the agreement with Platinum Mechanical, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 23A (Mechanical), CMF# 247946. This change order is for installation of required fire dampers. The contract will be increased by \$135,191.00 for a revised total contract sum of \$4,365,080.00 (Clerk's Misc. File No. 20202170)
3. #21 to the agreement with Colburn Electric, LLC for the Tulsa County "HQ" Administration Building Renovations bid package 26A (Electrical), CMF #247582, for power needed for the HVAC control boxes. The contract sum will be increased by \$3,666 for a new total contract sum of \$2,997,277 (Clerk's Misc. File No. 20202171)
4. #31 to the agreement with A.C. Owen Construction, LLC for the Construction of the Tulsa County Maintenance Facilities in Districts 1 and 3, CMF #247111, to relocate and extend gas service as the mechanical yard at the District 3 site. The contract sum will be increased by this change order in the amount of \$3,964.53, for a revised total contract sum is \$7,443,626.58 (Clerk's Misc. File No. 20202172)

Motion made by Michael Craddock, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

VII. ACTION ITEMS

- A. Gasoline & Diesel Fuel Quotes for week ending September 8, 2020 (Clerk's Misc. File No. 20202173)

Motion made by Karen Keith, seconded by Michael Craddock, to approve the gasoline and diesel fuel quotes. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

- B. Memorandum of Understanding - (Human Resources) - Tulsa Technology Center - for purchase of training services from 7/1/2020 to 6/30/2021; cost of \$480 (Clerk's Misc. File No. 20202174)

Motion made by Michael Craddock, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

- C. Requests for Approval

1. Board of County Commissioners - for Devin Egan to purchase miscellaneous items as needed or required in her role as Communications Manager (Clerk's Misc. File No. 20202175)
2. Building Operations - for renewal of mechanical journeyman license for Erik Suazo-Arroyo; cost of \$75 (Clerk's Misc. File No. 20202176)
3. Employees' Retirement System of Tulsa County - to accept and file Client Consent form from Barrow, Hanley, Mewhinney & Strauss, LLC (Clerk's Misc. File No. 20202177)
4. Human Resources - for CommunityCare CareWeb Employer Connection Security Access for Catherine Eckelt (Clerk's Misc. File No. 20202178)
5. Sheriff - of donation from Christina Walker of used love seat, two chairs and small table for staff counselling room at DLM in the amount of \$100 (Clerk's Misc. File No. 20202179)

Motion made by Karen Keith, seconded by Michael Craddock, to approve and authorize execution, as needed. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

- D. Resolution - to designate Deneice Arterburn as Requisitioning Officer to replace Clark Burbank (Clerk's Misc. File No. 20202180)

Motion made by Michael Craddock, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

- E. Agreements

1. Administrative Services - ImageNet Consulting, LLC:
 - a. for lease and service of Konica Minolta equipment, Model #C450i, located at LaFortune Community Center; cost of \$170.20/mo. (Clerk's Misc. File No. 20202181)
 - b. for equipment and service of Konica Minolta equipment, Model #368e, located at LaFortune Pro Shop; cost of \$132.15/mo. (Clerk's Misc. File No. 20202182)

- c. for lease and service of Konica Minolta equipment, Model #368e located at South Lakes Pro Shop; cost of \$132.15/mo. (Clerk's Misc. File No. 20202183)
2. Election Board - JRW, Inc. dba Financial Equipment Company - for service and maintenance for Formax FD 382 Paper Folder, SN #E203074, from 10/11/2020 to 6/30/2021; cost of \$497.51 (Clerk's Misc. File No. 20202184)
3. Human Resources - Tulsa World Media Company - for employment and recruitment advertising services from 9/15/2020 to 6/30/2021; cost of \$1,062 per month that services are provided and content run (Clerk's Misc. File No. 20202185)
4. Parks - Curtis Hale - for clogging classes at LaFortune Community Center from 7/1/2020 to 6/30/2021 (Clerk's Misc. File No. 20202186)
5. Sheriff:
 - a. Oklahoma Highway Safety Office - for FY 2021 grant agreement for the Tulsa County Impaired Driving and Speed Enforcement project in the amount of \$106,990 (Clerk's Misc. File No. 20202187)
 - b. Tulsa Public Schools - for educational services for qualified residential students placed in David L. Moss Criminal Justice Center (Clerk's Misc. File No. 20202188)
6. Treasurer - ASM Global - for use of the Cox Business Convention Center for the 2021 Real Estate Auction from 6/13-16/2021; cost of \$4,400 (Clerk's Misc. File No. 20202189)

Motion made by Karen Keith, seconded by Michael Craddock, to approve and authorize execution, as needed. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

- F. Agreement Renewal - (Building Operations) - CoxCom, LLC - for renewal of CMF #20191270 for FY 2020-2021 (Clerk's Misc. File No. 20202190)

Motion made by Michael Craddock, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

G. Requests to Advertise for Bids

1. Engineers - Removal of Railroad Spur Crossing on Southwest Blvd. (Clerk's Misc. File No. 20202191)
2. Sheriff - David L. Moss Criminal Justice Center Roof Replacement (Clerk's Misc. File No. 20202192)
3. TC Departments - Trash Can Liners (Clerk's Misc. File No. 20202193)

Motion made by Karen Keith, seconded by Michael Craddock, to approve the requests to advertise. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

H. Inventory Resolutions

1. Assessor - Replaced by Warranty - 3 Dell Computers (Clerk's Misc. File No. 20202194)
2. Highways:
 - a. Junked - Portable Radio (Clerk's Misc. File No. 20202195)
 - b. Trade-in - 2016 Ford F-150 Truck to John Vance Motors, Inc. (Clerk's Misc. File No. 20202196)

Motion made by Michael Craddock, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

I. Sole Sources

1. Building Operations - Boone & Boone Sales Co., Inc. - for Bell and Gossett/Domestic Pump products and Spence Valves (Clerk's Misc. File No. 20202197)
2. CC Health Department - SMC Direct, LLC - for RefuAH pregnancy tests (Clerk's Misc. File No. 20202198)
3. Court Services - Journal Technologies, Inc. - for technical support for pretrial JustWare Database (Clerk's Misc. File No. 20202199)
4. Highways - Warren CAT - for Caterpillar equipment, parts and service (Clerk's Misc. File No. 20202200)

Motion made by Karen Keith, seconded by Michael Craddock, to approve and authorize execution by the Chairman. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

J. Utility Permits - Engineers:

1. Creek County RWD #2:
 - a. to cross 161st St. S. (Clerk's Misc. File No. 20202201)
 - b. to cross E. 171st St. S. (Clerk's Misc. File No. 20202202)
2. Oklahoma Natural Gas Company:
 - a. to cross E. 96th St. N. (Clerk's Misc. File No. 20202203)
 - b. to cross E. 201st St. S. (Clerk's Misc. File No. 20202204)
3. Washington County RWD #3 - to cross N. Lewis Ave. (Clerk's Misc. File No. 20202205)

Motion made by Michael Craddock, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

K. Travel/Training: (Inspections) - Teresa Tosh and Lucky Airehrour to virtual Annual OFMA Event (Clerk's Misc. File No. 20202206)

Motion made by Karen Keith, seconded by Michael Craddock, to approve the travel/training request. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

L. Personnel Actions

1. Building Operations (Clerk's Misc. File No. 20202207)
2. Election Board (Clerk's Misc. File No. 20202208)
3. Highways (Clerk's Misc. File No. 20202209)
4. Human Resources (Clerk's Misc. File No. 20202210)
5. Inspections (Clerk's Misc. File No. 20202211)
6. Parks (Clerk's Misc. File No. 20202212)

Motion made by Michael Craddock, seconded by Karen Keith, to approve the personnel actions. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

M. Juvenile Bureau Personnel Actions to Accept & File (Clerk's Misc. File No. 20202213)

Motion made by Karen Keith, seconded by Michael Craddock, to accept and file the personnel actions. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

N. CC Health Department Documents to Accept & File

1. Personnel Actions (Clerk's Misc. File No. 20202214)
2. Travel/Training (Clerk's Misc. File No. 20202215)

Motion made by Michael Craddock, seconded by Karen Keith, to accept and file the City County Health Department documents. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

O. Claims to be Disallowed (payments cancelled as of 8/24-28/2020)

1. PO #2102009, Vendor Name: National Association of School Resource Officers, Warrant #500031017, Amount Paid \$200 (Clerk's Misc. File No. 20202216)

Motion made by Karen Keith, seconded by Michael Craddock, to cancel and disallow the claim. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

P. Claims (payments for bills to be paid by 8/17-21/2020)

Motion made by Michael Craddock, seconded by Karen Keith, to approve and authorize execution by the Commission. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

Q. Blanket Purchase Orders and Emergency Purchase Orders Submitted from 8/24-28/2020

Motion made by Karen Keith, seconded by Michael Craddock, to approve and authorize execution by the Commission. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

R. Zoning Application Hearing and Possible Action - (Tulsa Metropolitan Area Planning Commission) - CZ-501, Applicant: Keith Dalessandro, Owner: SJTWARD, LLC, Location: West of the Northwest Corner of West 61st Street South and South 39th West Avenue, to rezone from RS to RM-1 to permit the construction of duplexes. On meeting date of 7/15/2020, TMAPC voted 7-0-0 to recommend that the County Commission approve rezoning of 1.54 +/- acres from RS to RM-1 (Clerk's Misc. File No. 20202217)

Motion made by Michael Craddock, seconded by Karen Keith, to enter into public hearing at 9:47 a.m. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

Dwayne Wilkerson presented the zoning application.

Motion made by Karen Keith, seconded by Michael Craddock, to close the public hearing at 9:48 a.m. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

Motion made by Karen Keith, seconded by Michael Craddock, to approve zoning application CZ-501. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

S. COVID-19 Virus Discussion and Update

Jospeh Kralicek, Director of Tulsa Area Emergency Management Agency, gave an update on COVID-19 numbers in Tulsa County.

T. Discussion and Possible Action regarding COVID-19 CARES Funding Requests/Reports/CARES Funding Agreements and Approval of Tulsa County RESET Loan Applications (Clerk's Misc. File No. 20202218)

Motion made by Michael Craddock, seconded by Karen Keith, to approve the funding requests and loan applications. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

U. Executive Sessions - District Attorney:

1. Requested by Nicholas Williams, Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney,

Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Kevin Cohen*, a Workers' Compensation Non-Litigated Claim, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest (Clerk's Misc. File No. 20202219)

2. Requested by Nicholas Williams, Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Leo Weir*, a Workers' Compensation Non-Litigated Claim, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest (Clerk's Misc. File No. 20202220)
3. Requested by Nicholas Williams, Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Markus Johnson*, a Workers' Compensation Non-Litigated Claim, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest (Clerk's Misc. File No. 20202221)
4. Requested by Nicholas Williams, Pursuant to 25 O.S. § 307(B)(4), I am requesting this matter be discussed in Executive Session between the Board and its attorney, Jay McAtee, for the purpose of confidential communications concerning a pending claim, to-wit: *Randy Hamm*, a Workers' Compensation Non-Litigated Claim, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest (Clerk's Misc. File No. 20202222)
5. Requested by Marianna McKnight, Pursuant to 25 O.S. § 307(B)(4), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for the purpose of confidential communications concerning possible official action regarding a pending claim in Tort Claim TC-2020-10, *Amanda Shipman*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest (Clerk's Misc. File No. 20202223)

Motion made by Michael Craddock, seconded by Karen Keith, to go into Executive Session. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:52 a.m.

Motion made by Karen Keith, seconded by Michael Craddock to reconvene the regular meeting at 10:01. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

V. Discussion and Possible Action Regarding Executive Session Items

Motion made by Karen Keith, seconded by Michael Craddock, to grant settlement authority to Jay McAtee up to the amount discussed in Executive Session, for each Workers' Compensation Non-Litigated Claim, to-wit: Kevin Cohen, Leo Weir, Markus Johnson, and Randy Hamm. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

Motion made by Michael Craddock, seconded by Karen Keith to grant settlement authority to District Attorney up to the amount discussed in Executive Session, to-wit: Tort Claim TC-2020-10, Amanda Shipman. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

VIII. ADJOURN

Motion made by Karen Keith, seconded by Michael Craddock, to adjourn the meeting. Upon roll call, Yes - Karen Keith, Michael Craddock, Ron Peters. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

Ron Peters, Chairman

ATTEST:

Michael Willis, Tulsa County Clerk